

# Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

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SECRETARY OF THE SENATE  
PUBLIC RECORDS

**Post-Travel Filing Instructions:** Complete this form within 30 days of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**

2018 FEB 28 PM 2:08

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**  
☒ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Motion Picture Association of America, Inc

Private Sponsor(s) (list all):

Travel date(s): Feb 20-22, 2018

Name of accompanying family member (if any): N/A

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING **DID NOT INCREASE** DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

## Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input checked="" type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount	\$1000 total, (\$600 RT airfare and \$600 ground transportation)	\$346	\$160	None

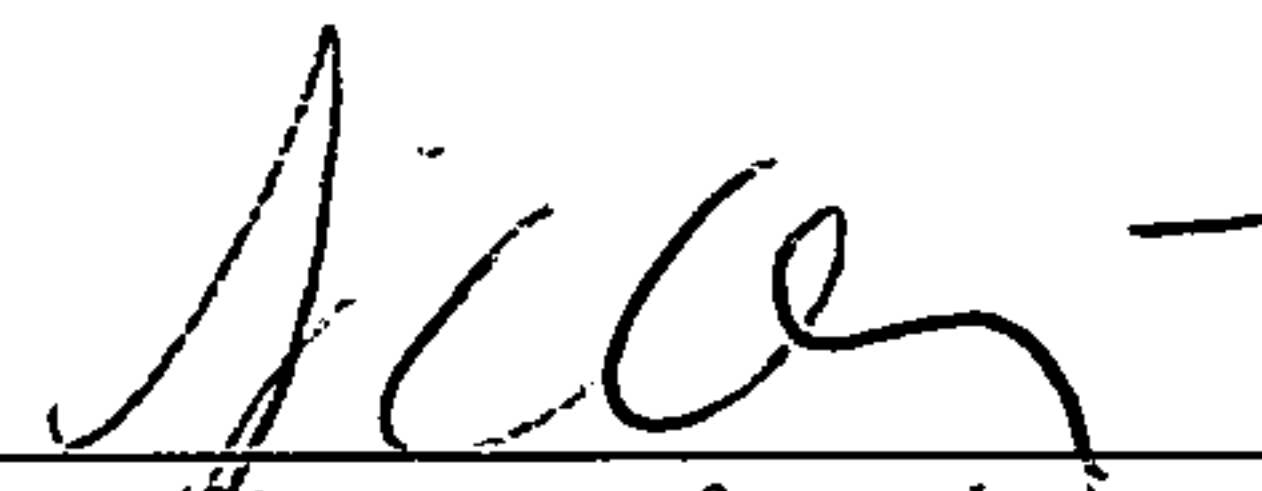
## Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): Please see attached itenerary

2/28/18  
(Date)

James Quinn  
(Printed name of traveler)

  
(Signature of traveler)

## TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

Feb 28, 2018  
(Date)

  
(Signature of Supervising Senator/Officer)

## PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): Motion Picture Association of America, Inc.
2. Description of the trip: see attached
3. Dates of travel: February 20, 2018 - February 22, 2018
4. Place of travel: Los Angeles, CA
5. Name and title of Senate invitees: see attached
6. I *certify* that the trip fits one of the following categories:
  - ☐ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal **and** do not retain or employ registered lobbyists or agents of a foreign principal **and** no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
  - OR -
  - ☒ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
  - AND -
  - ☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
  - ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
  - AND -
  - ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).



**2. Description of the Trip:** The trip will highlight several production facilities, discussions with both our creative and executive teams, and deepen the participants' understanding of the policy issues facing our industry, including fiscal, licensing & distribution, and intellectual property issues.

**5. Name and title of Senate invitees:**

Chuck Cogar, Legislative Director, Senator Tim Scott (SC)

Angel Colon, Senior Policy Advisor, Senator Bob Menendez (NJ)

Monica McGuire, Legislative Assistant; Senator Johnny Isakson (GA)

**James Quinn, Chief of Staff, Senator Bill Cassidy (LA)**

***\*\* Each of these individuals works on fiscal, licensing and distribution, and/or intellectual property issues, which is the focus of our day of programming.***

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and **one** overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

– OR –

☒ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and **two** overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10*).

– OR –

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

The duration of travel and programming are such that two nights are necessary for Congressional invitees to attend a full day of programming.

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

The MPAA is the sole sponsor of the trip and is responsible for organizing and conducting all aspects of the trip.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

MPAA serves as the voice and advocate of the American Motion Picture and TV industry. The day of programming will highlight several movie/tv production facilities, discussion w/both our creative & executive teams, and deepen the participants' understanding of the policy issues facing our industry.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

The MPAA sponsored a congressional trip to the 2015 South by Southwest festival in Austin, TX, and congressional trips to Los Angeles (similar to this one) in October 2015 and October 2016.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

The MPAA regularly hosts educational briefings, conferences such as the "Creativity Conference,"

and events such as "Beyond the Red Carpet" and "Script to Screen" that include Congressional

invitees, private sector representatives and media.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate	\$1,000 total (to inc \$600 RT airfare and \$400 for local ground transportation to/from airports and shuttle bus on day-of programming)	\$346 (for two nights; exclusive of tax)	\$160 (inclusive of tax and gratuity)	None
<input type="checkbox"/> Actual Amounts				

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

The trip involves an event that is arranged specifically with regard to congressional participation.

18. Reason for selecting the location of the event or trip

Many of our studios have production located in Los Angeles.

19. Name and location of hotel or other lodging facility:

Universal Hilton, 555 Universal Hollywood Dr, Universal City, CA 91608

20. Reason(s) for selecting hotel or other lodging facility:

Centrally located to all three studios we will be visiting and meets the government per diem rate.



21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

The daily lodging and meal expenses are equal to the Fed Govt Los Angeles travel per diem rate.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Coach roundtrip airfare

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor:



Name and Title: Ben Sheffner, Senior Vice President & Associate General Counsel

Name of Organization: Motion Picture Association of America, Inc.

Address: 15301 Ventura Blvd, Bldg E, Sherman Oaks, CA 91403

Telephone Number: 818.935.5784

Fax Number:

E-mail Address: ben\_sheffner@mpaa.org

**MPAA CONGRESSIONAL STAFF DELEGATION ITINERARY  
LOS ANGELES, CA**

**TUESDAY, FEBRUARY 20**

5:30PM Depart Washington Reagan National on American Airlines Flight #245

8:49PM Arrive at LAX.

Ivory Zorich/MPAA will meet you and other Hill staff at the American Airlines baggage claim with "MPAA Delegation" sign. A shuttle van will then take staff and luggage to Hilton Universal for drop-off.

9:45PM Arrive at Hilton Universal. No MPAA programming scheduled for this day.

**WEDNESDAY, FEBRUARY 21**

7:45AM Depart hotel for Universal Studios  
Location: 100 Universal City Plaza, Universal City, CA 91608  
Enter through Gate 1 off of Lankershim Blvd. Drop off in front of the Grill/Commissary.

7:50AM Staff Delegation arrives at Universal Studios

8:05AM- **Welcome Remarks by Ivory Zorich, Event Consultant/Programmer, MPAA**  
8:07AM with light morning refreshments served.  
Location: Room 1220

8:07AM- **Piracy Living Room Presentation and Discussion with NBCUniversal Executives:**  
9:10AM **Braxton Perkins, Vice President, Creative Content Protection**  
**Andrew Skinner, Director, Operations, Creative Content Protection**  
Description: NBCUniversal technology and policy experts will provide an in-depth presentation on the online piracy ecosystem. The presentation will include live demonstrations of how consumers typically obtain unlawful content and how content theft sites profit through advertising, subscriptions, and malware distribution, as well as the legal and political efforts the industry is undertaking to reduce the theft of film and television content.

9:10AM- **Educational Tour of Universal Lot**  
10:50AM Description: The tour will provide a first hand look at the film and TV production process. The presentations will demonstrate how NBCUniversal has worked to reimagine the film experience in new and inventive ways for consumers. The group will visit physical sets, post-production offices with demonstrations on digital editing, and the Wizarding World of Harry Potter experience at Universal Studios. Throughout the visit, we will discuss copyrights, trademarks, and the licensing marketplace and the incredible resources that are invested in creating original content and park experiences, as well discussing the importance of protecting valued intellectual property.

10:50AM Proceed to shuttle bus

11:15AM Depart Universal Studios for Disney  
Location: 1401 Flower St., Glendale, CA 91201



Description: SPE’s Senior Vice President for Virtual Reality, Jake Zim, will brief the delegation on the contemporary AR/ VR consumer and technology landscape, and Sony’s efforts to develop captivating VR experiences that innovatively leverage its intellectual property (IP) to market motion pictures and television. The presentation will include an immersive VR experience in Sony’s new Interactive Entertainment Center and will include light refreshments in The Rita Hayworth Dining Room.

5:05PM-  
6:00PM

**Educational “Walk-And-Talk” Tour of Lot (continued) with:**  
**Jon Spector, Senior Vice President, Production, Sony Pictures Television**  
**Keith Weaver, Executive Vice President, Global Policy & External Affairs**  
**Michael Cummings, Tour Coordinator, Sony Pictures Studios**

Description: At the conclusion of the VR experience, the Staff Delegation will continue its educational “Walk-And-Talk” across the studio campus and visit an active sound stage featuring a Sony Pictures Television show, with a presentation by Sony Pictures Television (SPT) Senior Vice President for Production Jon Spector. Jon will detail SPT’s production process using the featured show as a “case study.” At the conclusion of the stage visit, the tour will continue through the studio campus highlighting key working stages and other points of interest, with an informal policy Q and A. This educational “Walk-And-Talk” discussion will touch upon various creative and corporate challenges and opportunities for the company and the industry -- more generally, here at home, and around the world.

6:00PM-  
6:30PM

**Policy Discussion and Program Wrap-Up at the Museum with:**  
**Keith Weaver, Executive Vice President, Global Policy & External Affairs**  
**Nick Velasquez, Vice President, Government Affairs**

Description: The program will conclude with an informal, wrap-up conversation and exploration of the new Sony Pictures Studios’ Tour Museum, which highlights Sony Pictures’ feature and television production and distribution efforts, past and present.

6:30PM

Proceed to shuttle bus

6:40PM

Depart for dinner  
**Location: Cecconi’s West Hollywood, 8764 Melrose Avenue, Los Angeles, 90069**

7:10PM -  
9:00PM

**Dinner**  
Description: The dinner discussion will further cover the issues presented throughout the day’s events, with **remarks by Ben Sheffner, Senior Vice President and Associate General Counsel, Motion Picture Association of America.**

To continue the day’s conversation, joining us at dinner will be representatives from the creative community and guilds.

9:00PM

Proceed to hotel

END OF DAY





**THURSDAY, FEBRUARY 22**

- 5:00AM Ivory Zorich/MPAA will meet you and other Hill staff in the Universal Hilton lobby. A shuttle van will then take staff and luggage to LAX for drop-off.
- 6:45AM Arrive at LAX.
- 8:15AM American Airlines Flight #261 departs LAX.
- 4:28PM Arrive at Washington Reagan National.

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# United States Senate

## SELECT COMMITTEE ON ETHICS

February 15, 2018

James L. Quinn  
Office of Senator Bill Cassidy  
United States Senate  
Washington, DC 20510

Dear Mr. Quinn:

This responds to your recent correspondence concerning an invitation you received to travel on a fact finding trip to Los Angeles, California, on February 20-22, 2018, sponsored by the Motion Picture Association of America (MPAA). MPAA certified to the Select Committee on Ethics (the Committee) that it will pay the *necessary expenses*<sup>1</sup> related to the travel and that it is neither a lobbyist, nor lobbying firm, nor an agent of a foreign principal, and it is not otherwise acting as a representative or agent of a foreign government. However, MPAA has certified that it is a private entity that retains or employs a registered lobbyist and that no registered lobbyist will accompany you on *any segment of your trip*.<sup>2</sup>

Based on information and materials available to the Committee, and assuming the **actual** travel and travel-related expenses conform to the information and materials you provided, it appears that the proposed payment or reimbursement of necessary expenses for this one-day (exclusive of travel time and two overnight stays) trip **may be accepted** under relevant Senate Rules and the Committee's *Regulations and Guidelines for Privately-Sponsored Travel*, so long as at the time of the payment or reimbursement, MPAA is neither a registered lobbyist nor lobbying firm under the Lobbying Disclosure Act of 1995, nor an agent of a foreign principal under the Foreign Agents Registration Act (and is not otherwise acting as a representative or agent of a foreign government), and provided the travel and all required documents are disclosed to the Secretary of the Senate in accordance with the provisions of Senate Rules 34 and 35.

Under Senate Rule 35, Senate staff must receive advance authorization signed by the Member or officer under whose direct supervision the individual works in order to accept payment or reimbursement for necessary expenses related to fact-finding travel. Further, such authorization and expenses must be disclosed to the Secretary of the Senate by filing the completed *Employee Pre-Travel Authorization* and the *Employee Post-Travel Disclosure of Travel Expenses* (Form RE-1 and Form RE-2), along with a copy of the *Private Sponsor Travel*

<sup>1</sup> The term "necessary expenses" has a specific definition. See *Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel – Glossary of Terms* at 8.

<sup>2</sup> The term "any segment of your trip" has a specific definition. See *id.* at 3.



*Certification Form*, and all relevant attachments (e.g., the private sponsor's invitation and itinerary) **within 30 days of the conclusion of Privately-Sponsored Travel.**

Finally, Senate Rule 34 requires a reporting individual,<sup>3</sup> on his or her Financial Disclosure Report, to make an annual disclosure of the receipt of payments or reimbursements under Senate Rule 35 from a private sponsor for officially-related travel expenses where, in the aggregate, travel expenses exceed \$390 from that sponsor during a calendar year. However, if a Member, officer, or employee properly reports the receipt of necessary expenses for such travel to the Secretary of the Senate within 30 days of the travel, as discussed above, the travel expenses need not be disclosed a second time on their Financial Disclosure Report.

I hope you find this information helpful. If you have any additional questions, please do not hesitate to contact the Committee.

Sincerely,

Deborah Sue Mayzer

Deborah Sue Mayer  
Chief Counsel and Staff Director

Enclosure:      Travel Checklist

<sup>3</sup> A reporting individual is someone whose salary equals or exceeds 120% of the basic rate of pay for GS-15 (\$126,148 for CY 2018) or is a political fund designee and is required to file Financial Disclosure Reports.

Quinn, James (Cassidy)

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**From:** Ivory Zorich <ivory@ivoryzorich.com>  
**Sent:** Friday, December 1, 2017 10:24 AM  
**To:** Quinn, James (Cassidy)  
**Subject:** INVITE: MPAA Staff Delegation Trip to Los Angeles

Dear James,

On behalf of the Motion Picture Association of America (and pending relevant ethics committee approval), I would like to invite you to join us for a staff delegation trip to Los Angeles on Wednesday, February 21. The MPAA is working on a full day of programming that will include a behind-the-scenes tour of our industry (which may include set visits, prop and costume room tours, technology tours, etc), along with a chance to hear from some of our studio executives.

Subject to House/Senate Ethics approval, MPAA will cover the cost of your air travel, two nights (Tuesday, February 20 and Wednesday, February 21) in a hotel while in LA, ground transportation to/from airports, and meals on Wednesday, February 21.

I know we are still waiting on the Senate calendar to be released, so you won't be able to give us a confirmed answer until then. In the meantime, if you know now you have other plans that week, please let me know so I can extend an invitation to someone else.

Please let me know if you have any questions.

My best,  
Ivory

Ivory Zorich, Event Consultant and Producer  
202.494.4456  
www.ivoryzorich.com

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